

TITLE VI PROGRAM

**FOR FENTRESS COUNTY,
TENNESSEE**

**PRESENTED DURING THE
REGULAR SESSION OF THE
FENTRESS COUNTY BOARD
OF COMMISSION MEETING
ON OCTOBER 20, 2008**

REVISED September 11, 2013

November 13, 2014, September 5, 2018

**Title VI PROGRAM PRESENTED FOR APPROVAL
INCLUDES THE FOLLOWING**

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**RESOLUTION TO AFFIRM COMPLIANCE WITH
FEDERAL TITLE VI REGULATIONS**

WHEREAS, both Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 provide that no person in the United States shall, on the ground of race, color or national origin be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance; and

WHEREAS, the Tennessee Attorney General opined in Opinion No. 92.47 that state and local governments are required to comply with Title VI of the Civil Rights Act in administering federally funded programs; and

WHEREAS, the Community Development Division of the Tennessee Department of Economic and Community Development administers the Three-Star Program and awards financial incentives for communities designated as Three-Star communities; and

WHEREAS, by virtue of the Tennessee Department of Economic and Community Development receiving federal financial assistance all communities designated as Three-Star communities must confirm that the community is in compliance with the regulations of Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987;

NOW, THEREFORE, BE IT RESOLVED, by the county legislative body of Fentress County, Tennessee, meeting in regular session at Fentress County, Tennessee, that:

SECTION 1. The legislative body of Fentress County declares that the county is in compliance with the federal Title VI regulations.

SECTION 2. The Department of Economic and Community Development may from time to time monitor the county's compliance with federal Title VI regulations.

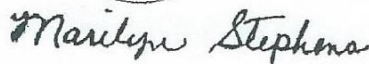
SECTION 3. This Resolution shall take effect upon adoption, the public welfare requiring it.

Adopted this 20 day of October, 2008.

APPROVED:


County Mayor

ATTEST:





RESOLUTION 2016-13 TO AFFIRM COMPLIANCE WITH
FEDERAL TITLE VI REGULATIONS

WHEREAS, both Title VI of the Civil Rights act of 1964 and the Civil Rights Restoration Act of 1987 provide that no person in the United States shall, on the ground of race, color or national origin be excluded from participation in, be denied the benefits of or be subjected to discrimination under any program or activity receiving federal financial assistance; and

WHEREAS, The Tennessee Attorney General opined in Opinion No. 92.47 that state and local governments are required to comply with Title VI of the Civil Rights Act in administering federally funded programs; and

WHEREAS, the Community Development Division of the Tennessee Department of Economic and Community Development administers the Three-Star Program and award financial incentives for communities designated as Three-Star communities; and

WHEREAS, by virtue of the Tennessee Department of Economic and Community Development receiving federal financial assistance all communities designated as Three-Star communities must confirm that the community is in compliance with the regulation of Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987;

NOW, THEREFORE, BE IT RESOLVED, by the county legislative body of Fentress County, Tennessee, meeting in regular session at Fentress County, Tennessee, that:

SECTION 1. The legislative body of Fentress County declares that the county is in compliance with federal Title VI regulations.

SECTION 2. The Department of Economic and Community Development may from time to time monitor the county's compliance with federal Title VI regulations.

SECTION 3. This Resolution shall take effect AND confirm upon adoption that Fentress County is in compliance with Title VI regulations, the public welfare requiring it.

Adopted this 17th day of October, 2016

APPROVED:



J. MICHAEL CROSS, COUNTY EXECUTIVE

ATTEST:



MARILYN STEPHENS, COURT CLERK

Fentress County Government – Title VI

History and Purpose of Title VI

The landmark Civil Rights Act of 1964 was a product of the growing demand during the early 1960s for the Federal Government to launch a nationwide offensive against racial discrimination. In calling for its enactment, President John F. Kennedy identified "simple justice" as the justification for Title VI:

Simple justice requires that public funds, to which all taxpayers of all races contribute, not be spent in any fashion which encourages, entrenches, subsidizes, or results in racial discrimination. Direct discrimination by Federal, State, or local governments is prohibited by the Constitution. But indirect discrimination, through the use of Federal funds, is just as invidious; and it should not be necessary to resort to the courts to prevent each individual violation.

Title VI was not the first attempt to ensure that Federal monies not be used to finance discrimination on the basis of race, color, or national origin. For example, various prior Executive Orders prohibited racial discrimination in the armed forces, in employment by federally funded construction contractors, and in federally assisted housing.⁽²⁾ Various Federal court decisions also served to eliminate discrimination in individual federally assisted programs.⁽³⁾

Congress recognized the need for a statutory nondiscrimination provision such as Title VI to apply across-the-board "to make sure that the funds of the United States are not used to support racial discrimination." 110 Cong. Rec. 6544 (Statement of Sen. Humphrey). Senator Humphrey, the Senate manager of H.R. 7152, which became the Civil Rights Act of 1964, identified several reasons for the enactment of Title VI. *Id.* First, several Federal financial assistance statutes, enacted prior to Brown v. Board of Education, 347 U.S. 483 (1954), expressly provided for Federal grants to racially segregated institutions under the "separate but equal" doctrine that was overturned by Brown. Although the validity of these programs was doubtful after Brown, this decision did not automatically invalidate these statutory provisions. Second, Title VI would eliminate any doubts that some Federal agencies may have had about their authority to prohibit discrimination in their programs.

Third, through Title VI, Congress would "insure the uniformity and permanence to the nondiscrimination policy" in all programs and activities involving Federal financial assistance. *Id.* Thus, Title VI would eliminate the need for Congress to debate nondiscrimination amendments in each new piece of legislation authorizing Federal financial assistance.⁽⁴⁾ As stated by Congressman Celler:

Title VI enables the Congress to consider the overall issue of racial discrimination separately from the issue of the desirability of particular Federal assistance programs. Its enactment would avoid for the future the occasion for further legislative maneuvers like the so-called Powell amendment.

Fourth, the supporters of Title VI considered it an efficient alternative to litigation. It was uncertain whether the courts consistently would declare that government funding to recipients that engaged in discriminatory practices was unconstitutional. Prior court decisions had demonstrated that litigation involving private discrimination would proceed slowly, and the adoption of Title VI was seen as an alternative to such an arduous route. See 110 Cong. Rec. 7054 (1964) (Statement by Sen. Pastore).

Further, despite various remedial efforts, racial discrimination continued to be widely subsidized by Federal funds. For example, Senator Pastore addressed how North Carolina hospitals received substantial Federal monies for construction, that such hospitals discriminated against blacks as patients and as medical staff, and that, in the absence of legislation, judicial action was the only means to end these discriminatory practices.

That is why we need Title VI of the Civil Rights Act, H.R. 7152 - to prevent such discrimination where Federal funds are involved. . . . Title VI is sound; it is morally right; it is legally right; it is constitutionally right. . . . What will it accomplish? It will guarantee that the money collected by colorblind tax collectors will be distributed by Federal and State administrators who are equally colorblind. Let me say it again: The title has a simple purpose - to eliminate discrimination in federally financed programs.

President Lyndon Johnson signed the Civil Rights Act of 1964 into law on July 2, 1964, after more than a year of hearings, analyses, and debate. During the course of congressional consideration, Title VI was one of the most debated provisions of the Act.

Source: Title VI Legal Manual
Department of Justice

Title VI

What is Title VI?

Title VI prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that

No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

How does Title VI affect my county, city, community or business?

State agencies, local or municipal government entities, educational institutions, for profit and non-profit corporations and institutions that receive federal financial assistance are subject to Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987. According to the Tennessee Attorney General, state and local governmental agencies that administer federally funded programs are required to comply with Title VI of the Civil Rights act and all applicable federal regulations. The Attorney General concluded that under certain circumstances federal authorities may refuse to grant or continue federal financial assistance for failure to comply with Title VI and its regulations. Therefore, all state and local agencies in Tennessee which administer federally funded programs are advised to use their best efforts in complying with Title VI and all other federal regulations applicable to the administration of such programs.

Policy Statement

Fentress County Government will comply with the Title VI Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987. The department will utilize its best efforts in maintaining compliance in all programs subject to the requirements of Title VI and all other federal regulations applicable to the administration of such programs.

Fentress County Government:

- will not deny any person service, assistance or other benefits for which you are qualified;
- will not provide any person with a service different from that provided to others under the same program;
- will not subject any person to separate treatment in any manner related to services, aid or other benefits;
- will not limit any person in anyway in the use of services, facilities, or any other advantages, privileges, or benefits provided to others under any program;

- will not treat any person differently from others in deciding whether you meet requirements to receive aid, care, service or other benefit;
- will not deny any person or offer an opportunity different from that offered others in any program or service;
- will not adopt methods that limit participation by any group of recipients or subject them to discrimination; and
- will not refer any person to agencies that do not obey civil rights law.

All agencies receiving financial assistance through the department must sign a statement of compliance with Title VI of the Civil Rights Act of 1964.

Complaints of Discrimination

A complaint alleging discrimination may be filed with the Title VI Coordinator. All entities receiving assistance from the department will be required to have information available for public review on the procedures for filing a complaint.

The Title VI Coordinator has the responsibility for receiving, logging, acknowledging, investigating complaints and reporting the findings. The coordinator will notify the commissioner and the appropriate program director when a complaint is received.

After receiving a complaint or identifying potential discriminating activity the department will take the following steps:

- Within 30 calendar days of receiving the complaint, the Title VI Coordinator will conduct a fact finding investigation. The coordinator will meet with the complainant or the staff member who identified the alleged discriminatory activity to determine the nature of the complaint and whether Title VI requirements were violated. The coordinator will meet with the director in whose area the alleged violation occurred to ascertain the director's perspective on the complaint. The coordinator will notify the members of the Title VI Review Committee
- If the coordinator determines that discrimination has not occurred, the complainant, commissioner, and program director will be informed. The complainant will then have a right to appeal the decision.
- If the investigation indicates that discrimination did in fact occur, it will be discussed with the program director. The Title VI Coordinator will discuss ways in which to resolve the complaint and seek voluntary corrective action.
- The complainant, applicant, or program director may appeal any rulings made by the coordinator to the Title VI Review Committee within 10 calendar days of the receipt of the written findings. The request can include relevant documentation and sworn testimony, if any, from appealing party together with any testimony by witnesses having first-hand knowledge of the Title VI violations. The testimony may be in the form of an

affidavit and shall describe in detail the circumstances and events which would lead a reasonable person to believe that a Title VI violation has occurred. The Title VI Review Committee will have broad latitude to review an appealed case and make a finding. The committee may discuss the complaint with the complainant, the alleged offender, the Title VI Coordinator, or other parties to determine the facts. The committee will make a finding on the appeal within 15 calendar days of receipt of the request for appeal.

- If the discriminatory activity cannot be resolved by the committee, a written report on the situation will be prepared and forwarded to the Tennessee Title VI Compliance Commission. If a complaint involves one of the department's federally funded programs, the federal agency sponsoring the program will also be notified. Information will also be provided to the parties involved on the procedures for appealing to the federal level.
- If either the Tennessee Title VI Compliance Commission, or other federal agency determines that discrimination has in fact occurred, the offending party will be denied further services or benefits of the department's programs until the discriminatory activities have been terminated.

Complaints may be filed with:

Fentress County Government
Becky Crockett
Title VI Coordinator
P. O. Box 1128
Jamestown, TN 38556
Telephone: 931-879-3010
E-Mail: Becky.Crockett@FentressCountyTn.gov



Certificate of Completion

Tennessee Department of Transportation

Civil Rights Office Title VI Program

This certifies that

Vickie Reagan

has completed

The Online Title VI Program Training

on

Sunday, August 18, 2013



Executive Director



Title VI Program Director

Certificate of Completion

This is to certify that
Amanda Hicks
has successfully completed the class
Sub-Recipients and New Hires Title VI Training
on 10/14/2014



Luvenia Butler
Title VI Compliance Officer

Mike Guines
Director of Compliance



Certificate of Completion

Tennessee Department of Transportation

Civil Rights Office Title VI Program

This certifies that

Amanda Hicks

has completed

The Online Title VI Program Training

on

Friday, October 16, 2015

A handwritten signature in dark ink, appearing to read "Aubrey Hunter", written over a horizontal line.

Director

A handwritten signature in dark ink, appearing to read "Cynthia Howard", written over a horizontal line.

Title VI Program Director



Certificate of Completion

Tennessee Department of Transportation

Civil Rights Office Title VI Program

This certifies that

Amanda Hicks

has completed

The Online Title VI Program Training

on

Thursday, October 06, 2016

A handwritten signature in dark ink, appearing to read "Aubrey Hunter", written over a horizontal line.

Director

A handwritten signature in dark ink, appearing to read "Cynthia Howard", written over a horizontal line.

Title VI Program Director





Certificate of Completion

This certificate is awarded to

AMANDA HICKS

Division / Organization

*This certifies the above person has completed Title VI training in compliance
with federal law.*

8-9-2017



Department of
**Environment &
Conservation**

Certificate of Completion



Certificate of Completion

Tennessee Department of Transportation

Civil Rights Office Title VI Program

This certifies that

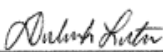
Amanda Hicks

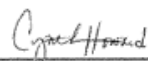
has completed

The Online Title VI Program Training

on

Thursday, November 02, 2017


Director


Title VI Program Director



Certificate of Completion

Tennessee Department of Transportation

Civil Rights Office Title VI Program

This certifies that

Becky Crockett

has completed

The Online Title VI Program Training

on

Thursday, November 16, 2017

A handwritten signature in black ink, appearing to read "Duluth Luter", written over a horizontal line.

Director

A handwritten signature in black ink, appearing to read "Cynthia Howard", written over a horizontal line.

Title VI Program Director



Certificate of Completion

This certificate is awarded to

Becky Crockett

Fentress County Government

***This certifies the above person has completed Title VI training in compliance
with federal law.***

August 20, 2018



**Department of
Environment &
Conservation**

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The State Department of Military provides benefits and services such as emergency management assistance, National Guard protection services and facility construction and maintenance, and disaster assistance following a major Presidential declaration. The federal assistance administered by the Military Department are pass through funds to local governments, other state agencies, and certain private non-profit organizations.

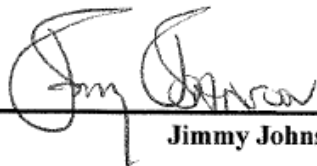
Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

FENTRESS COUNTY GOVERNMENT TITLE VI POLICY

1.	No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
2.	This policy applies to all activities of any department of Fentress County Government.
3.	The Administrative Assistant has been designated by the Fentress County Executive to serve as the Title VI Coordinator whose primary responsibility is to facilitate Title VI matters.
4.	Title VI Coordinator will maintain permanent records, submit required Title VI reports, complete all Title VI self-surveys and attend necessary training(s).
5.	Title VI information posters, including the name of the Title VI Coordinator and contact information, shall be prominently and publicly displayed in each department.
6.	Title VI information shall be disseminated to county employees at least once per year via payroll stuffers. This brochure of information reminds the employees of the county's policy statement, and of their Title VI responsibilities in their daily work and duties.
7.	During new employee orientation, new employees shall be informed of the provisions of Title VI and the county's expectations to perform their duties accordingly. Necessary information shall be distributed to the new employee by the Title VI Coordinator.
8.	Title VI information shall be disseminated to citizens at least once per year by public service announcement through the newspaper, internet website or local broadcast media.
9.	Whenever possible, Fentress County will take positive and specific actions to advise minorities of program availability by using such means of communication as newspaper, public area postings and local cable broadcast.
10.	All subcontractors and vendors who receive payments from Fentress County Government where funding originates from any federal assistance received by the involved department are subject to provisions of Title VI of the Civil Rights Act of 1964 as amended.
11.	Written Contracts shall contain nondiscrimination language, either directly or through the bid specification package which becomes an associated component of the contract
12.	County facilities (such as restrooms, roads, park facilities, etc.) which are accessible to citizens shall be accessible without regard to race, color, or national origin.
13.	County employees shall use courtesy titles (i.e. Mr., Mrs., Ms., or Miss) to address citizens without regard to race, color or national origin.

**EQUAL OPPORTUNITY
TITLE VI
POLICY STATEMENT**

It is the policy of Fentress County Government to ensure compliance with TITLE VI of the Civil Rights Act of 1964; 49CFR, Part 26; related statutes and regulations to the end that no person shall be excluded from participation in or be denied the benefits of; or be subjected to discrimination under any program or activity on the grounds of race, color, sex, or national origin.



Jimmy Johnson, Fentress County Executive

**Any person who believes that he or she has been
discriminated against, should contact:**

Fentress County Government
Office of Human Resources
Becky Crockett
Title VI Coordinator
101 Main Street
Jamestown, TN 38556
931-879-3010

**EQUAL OPPORTUNITY
TITLE VI
POLICY STATEMENT**

IT IS THE POLICY OF FENTRESS COUNTY GOVERNMENT TO ENSURE COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964; 49CFR, PART 26; RELATED STATUTES AND REGULATIONS TO THE END THAT NO PERSON SHALL BE EXCLUDED FROM PARTICIPATION IN OR BE DINIED THE BENEFITS OF; OR BE SUBJECTED TO DISCRIMINATION UNDER ANY PROGRAM OR ACTIVITY ON THE GROUNDS OF RACE, COLOR, SEX, OR NATIONAL ORGIN.



FRANK SMITH, COUNTY EXECUTIVE

ANY PERSON WHO BELIEVIS HE OR SHE HAS BEEN DISCRIMINATED
AGAINST SHOULD CONTACT

**FENTRESS COUNTY GOVERNMENT
OFFICE OF COUNTY EXECUTIVE
VICKIE REAGAN
TITLE VI COORDINATOR
101 MAIN STREET
JAMESTOWN, TN 38556
931-879-7713**

FENTRESS COUNTY GOVERNMENT
TITLE VI NON-DISCRIMINATION STATEMENT

FENTRESS COUNTY ENSURES COMPLIANCE WITH THE TITLE VI OF THE CIVIL RIGHTS ACT OF 1964; 49 CFR, PART 21; RELATED STATUTES AND REGULATIONS TO THE END THAT NO PERSON SHALL BE EXCLUDED FROM PARTICIPATION IN OR BE DENIED THE BENEFITS OF, OR BE SUBJECTED TO DISCRIMINATION UNDER ANY PROGRAM OR ACTIVITY RECEIVING FEDERAL FINANCIAL ASSISTANCE FROM THE U.S. DEPARTMENT OF TRANSPORTATION ON THE GROUNDS OF RACE, COLOR, SEX, OR NATIONAL ORIGIN.

ANY PERSON WHO BELIEVES HE OR SHE HAS BEEN DISCRIMINATED AGAINST SHOULD CONTACT THE FENTRESS COUNTY TITLE VI COORDINATOR:

FENTRESS COUNTY GOVERNMENT
AMANDA HICKS
TITLE VI COORDINATOR
P.O. BOX 1128
JAMESTOWN, TN 38556
TELEPHONE: 931-879-7713

I ACKNOWLEDGE RECEIPT OF TITLE VI NOTICE AND ITS REQUIREMENTS
ALONG WITH THE TITLE VI BROCHURE.

SIGNATURE

DATE

Discrimination prohibited by Title VI



There are many forms of illegal discrimination based on race, color, or national origin that limited the opportunity of minorities to gain equal access to services and programs. Among other things, in operating a federally assisted program, a recipient cannot, on the basis of race, color, or national origin, either directly or indirectly:

- ♦ Deny program services, aids, or benefits
- ♦ Provide a different service, aid, or benefit, or provide them in a manner different than they are provided to others; or
- ♦ Segregate or separately treat individuals in any matter related to the receipt of any services, aid, or benefit

Programs or services include

but are not limited to:

- ♦ Transportation
- ♦ Construction
- ♦ The distribution of benefits and services
- ♦ Tax Benefits enjoyed by private agencies, fraternal and non-profit organizations (i.e. 501 (c)3) as well as education institutions
- ♦ Location of facilities
- ♦ Law enforcement
- ♦ Program effects on people in applicable communities
- ♦ Healthcare (i.e. Medicare, Medicaid, TennCare), social services and public welfare
- ♦ Natural resources and the environment
- ♦ Employment and job training
- ♦ Housing and community development
- ♦ Agriculture



Title VI Federal-aid Contract Provisions:

All Federal-aid contracts must include Title VI contract assurance language which requires compliance with Title VI of the Civil Rights Act of 1964. Federal-aid contractors may not discriminate in selection & retention of first-tier subcontractors; subcontractors may not discriminate in the selection & retention of second-tier subcontractors who participate in Federal-Aid Highway construction; and contractors and subcontractors cannot discriminate in their employment practices in connection with highway construction projects or projects assisted by Federal Highway Administration.

How to file a complaint

You may file a signed, written complaint 180 days to the date of the alleged discrimination. The complaint should include:

- ♦ Your name, address and telephone number.
- ♦ The name and address of the agency, institution, or department you believe discriminated against you.
- ♦ How, why, and when you believe you were discriminated against. Include as much specific, detailed information as possible about the alleged acts of discrimination, and any other relevant information.
- ♦ The names of any persons, if known, who the TDO Title VI Division could contact for clarity of your allegations.

Your complaint must be signed and dated.



Please submit your complaint to the address stipulated below:

Tennessee Department of Transportation
Title VI Director
505 Deaderick Street, Suite 1800
Nashville, TN 37243-0347
Telephone: (615) 741-3681
Fax: (615) 741-3169
Toll Free: 1-888-370-3647
TTY Relay: 1-800-848-0298
WWW.TENNESSEE.GOV/TDOT/CIVIL-RIGHTS/TITLEVI



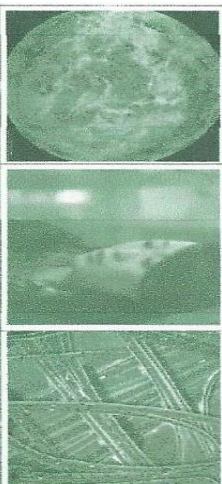
Tennessee Department of Transportation, Authorization No. 401407, 10,000 copies, November 2004. This public document was promulgated at a cost of \$1,100 per copy.

Tennessee Department of Transportation

CIVIL RIGHTS OFFICE

Title VI Program

Title VI of the Civil Rights Act of 1964
Environmental Justice
Limited English Proficiency



WWW.TENNESSEE.GOV/TDOT/CIVIL-RIGHTS/TITLEVI



Title VI Program Commitment

The Tennessee Department of Transportation Title VI Program's primary goal is to ensure all management staff, contractors, and service beneficiaries are aware of the provisions of Title VI and the responsibilities associated with Title VI of the Civil Rights Act of 1964. We are readily available to provide you with high quality technical assistance, resources, guidance, and any other information in regards to Title VI. Please do not hesitate to call our office for further assistance.



What is Title VI of the Civil Rights Act of 1964?



It is the policy of the Tennessee Department of Transportation to ensure 42. U.S.C. 2000d, "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under a program or activity receiving federal financial assistance from the Department of Transportation." Title VI covers all forms of federal aid except those federally funded contracts of insurance and guaranty. It does cover employment practices resulting in discrimination against program beneficiaries or where the purpose of federal assistance is to provide employment.

Title VI & Environmental Justice

On February 11, 1994, President Clinton signed Executive Order 12898: *Federal Action to Address Environmental Justice in Minority Populations and Low-Income Populations*. The Executive Order focused attention on Title VI by providing that, "each agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations." In support of Executive Order 12898, the US DOT issued an Order on Environmental Justice (DOT Order 5610.2). This order clarifies and reinforces Title VI responsibilities as well as addresses the effects on low-income populations.



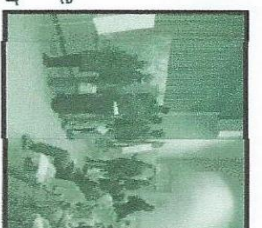
Adverse Impacts may include:



- ◆ Bodily impairment, infirmity, illness, or death
- ◆ Air, noise, and water pollution and soil contamination
- ◆ Destruction or disruption of man-made or natural resources
- ◆ Destruction or diminution of aesthetic values
- ◆ Destruction or disruption of community cohesion or a community's economic vitality
- ◆ Destruction or disruption of the availability of public and private facilities and services
- ◆ Vibration
- ◆ Adverse employment effects
- ◆ Displacement of persons, businesses, farms, or nonprofit organizations
- ◆ Increased traffic congestion, isolation, exclusion, or separation of minority or low-income individuals within a given community or from the broader community
- ◆ The denial of, reduction in, or significant delay in the receipt of, benefits of DOT programs, policies, or activities

Public involvement

is an integral part of transportation planning and project development decision making. The DOT Order (5610.2) on Environmental Justice directs the department to provide minority populations and low-income populations greater access to information on, and opportunities for public participation in matters that may impact human health and environment.



Title VI & Limited English Proficiency (LEP)

The federal government and those receiving assistance from the federal government must take reasonable steps to ensure that LEP persons have meaningful access to the programs, services, and information those entities provide. This will require agencies to think "outside the box" for creative solutions to address the needs of this ever growing population of individuals, for whom English is not their primary language.



Who is a Limited English Proficient Person?

Persons who do not speak English as their primary language and who have a limited ability to read, speak, write or understand English can be limited English proficient, or "LEP." These individuals may be entitled to language assistance with respect to a particular type of service, benefit, or encounter.

Who Must Comply and Who Can be Found in Violation?

All programs and operations of entities that receive assistance from the federal government.



"Simple Justice requires that public funds, to which all taxpayers of all races contribute, not be spent in any fashion which encourages, entrenches, subsidizes, or results in racial discrimination." President John F. Kennedy

¿Qué discriminación está prohibida por El Título VI?



Existen muchas formas de discriminación ilegal basadas en raza, color u origen nacional que limitan la oportunidad de las minorías de obtener igual acceso a servicios y programas. Entre otras cosas, en la operación de un programa asistido federalmente, un destinatario no puede, con base en raza, color, origen nacional, bien sea directa o indirectamente:

- Negar programas, servicios o beneficios
- Proveer un servicio, ayuda o beneficio diferente, o Proveerlos prestados de un modo diferente al proveerlo a otros, o
- Segregar o tratar separadamente individuos en algún asunto relacionado a recibir cualquier servicio, ayuda o beneficio.

Programas o servicios Incluyen pero no están limitados a:

- Transporte
- Construcción
- Beneficios de impuestos disfrutados por agencias privadas, organizaciones fraternales y sin ánimo de lucro (por ejemplo 501 (c) 3) así como instituciones de educación
- Ubicación de locaciones o centros de servicios
- Cumplimiento de la ley
- Efectos del programa en la gente en comunidades aplicables
- Cuidado de salud (por ejemplo Medicare, Medicaid, TennCare), servicios sociales y bienestar público
- Recursos naturales y el medio ambiente
- Empleo y entrenamiento de trabajo
- Vivienda y desarrollo de la comunidad
- Agricultura



Provisiones De Contratos De Asistencia Financiera Federal Del Título VI:

Todos contratos de la Ayuda-Federal deben incluir el idioma de la certeza del contrato del Título VI que requiere la conformidad con el Título VI del Acta de los Derechos Civiles de 1964. Los contratistas de la Ayuda-Federal no pueden discriminar en la selección o la retención de subcontratistas de primer-nivel; subcontratistas no pueden discriminar en la selección o la retención de subcontratistas de segundo nivel que toman parte en la construcción de Carretera de Ayuda-Federal; y los contratistas y los subcontratistas no pueden discriminar en sus prácticas del empleo con respecto a proyectos de construcción de carreteras ni proyectos ayudados por la Administración Federal de la Carretera.

COMO PRESENTAR UNA QUEJA

Usted puede presentar una queja escrita y firmada 180 días después de la fecha de la pretendida discriminación.

La queja debe incluir:

- Su nombre, dirección / domicilio y número de teléfono.
- El nombre y dirección de la agencia, institución o departamento que usted cree lo discriminó.
- Cómo, cuándo y dónde cree que se presentó la discriminación. Incluyendo lo más específico posible, detallada información acerca de los actos de discriminación alegados y cualquier otra información relevante.
- El nombre de cualquier persona, si las conoce, a quienes la división del título VI de TDOT podrían contactar para clarificar sus alegaciones.

Su queja debe estar firmada y fechada.



Por favor envíe su queja a la dirección estipulada enseguida:

Tennessee Department of Transportation
Title VI Director
505 Deaderick Street, Suite 1800
Nashville, TN 37243-0347
Teléfono: (615) 741-3681
Fax: (615) 741-3169
Llamada gratuita: 1-888-370-3647
TTY Relay: 1-800-848-0298

Para un formulario de quejas impreso visite nuestra página de Internet:

www.tennessee.gov/tdot/civil-rights/titlevi



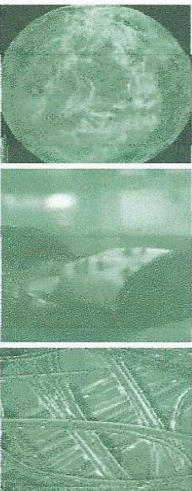
Tennessee Department of Transportation
No. 401408 - 5,000 copies, November 2004. This public document was promulgated at a cost of \$1.162 per copy.

El Departamento de Transporte de Tennessee

Oficina de los Derechos Civiles

Programa del Título VI

Título VI Del Acta De Los Derechos Civiles De 1964
Justicia Ambiental
Capacidad Limitada de Inglés





Compromiso Del Título VI

La meta más importante del programa del Título VI del departamento de Transporte de Tennessee es asegurar que el equipo gerencial, contratistas y beneficiarios de servicios estén enterados de las provisiones del Título VI y las responsabilidades asociadas con el Título VI del Acta de los Derechos Civiles de 1964. Tenemos la mejor disposición para proveerle asistencia de la más alta calidad técnica, recursos, orientación y cualquier otra información con respecto al Título VI. Por favor no dude en llamar a nuestra oficina si necesita ayuda adicional.



¿Qué Es El Título VI Del Acta De Los Derechos Civiles De 1964?



Es la política del departamento de Transporte de Tennessee para asegurar 42, U.S.C. 2000d, "Ninguna persona en los Estados Unidos será excluida de participación, serán negados beneficios, o estará sujeta a discriminación con razón de su raza, color, u origen nacional, bajo un programa o actividad recibiendo asistencia financiera federal del Departamento de Transporte." Título VI cubre todas las formas de ayuda federal excepto aquellos contratos de seguro y garantía federalmente fundados. Esto cubre prácticas de empleo que resulten en discriminación contra beneficiarios de programas o donde el propósito de la asistencia federal sea proveer empleo.

Título VI Y Justicia Ambiental

En Febrero 11, 1994 el presidente Clinton firmó la orden ejecutiva 12898: *Acción Federal para dirigir la Justicia Ambiental a las Poblaciones Minoritarias y a las Poblaciones de Bajos Ingresos*. La orden ejecutiva centró su atención en el Título VI previendo que "cada agencia hará esfuerzos en Justicia Ambiental como parte de su misión identificando y dirigiendo, como sea apropiado, efectos ambientales o de salud humana desproporcionadamente altos de sus programas, políticas y actividades en las minorías y poblaciones de bajos recursos. En apoyo a la orden ejecutiva 12898, el US DOT emitió una Orden en Justicia Ambiental (orden DOT 5610.2). Esta orden clarifica y refuerza las responsabilidades del Título VI así como dirige los efectos en las poblaciones de bajos recursos.

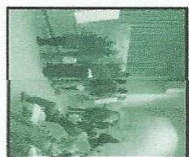


Efectos adversos pueden incluir:

- Impedimentos corporales, afecciones, enfermedades, o muerte
- Aire, ruido, y contaminación del agua y contaminación de la tierra
- Destrucción o desbaratamiento de los recursos naturales o de los hechos por el hombre
- Destrucción o disminución de los valores estéticos
- Destrucción o desbaratamiento de la cohesión comunitaria o de la vitalidad económica de una comunidad
- Destrucción o desbaratamiento de la disponibilidad de servicios y lugares públicos y privados
- Vibración
- Efectos adversos al empleo
- Desplazamiento de personas, negocios, fincas u organizaciones sin ánimo de lucro
- Congestión de tráfico incrementada, aislamiento, exclusión o separación de las minorías o individuos de bajos recursos dentro de una comunidad dada o desde la comunidad en general.
- La negación de, reducción en, o significante demora en la recepción de beneficios, programas, políticas o actividades de el Departamento de Transporte.

El involucramiento público

es parte integral de la toma de decisiones de proyecto de desarrollo y planeación del transporte. La orden DOT (5610.2) en Justicia Ambiental dirige al departamento a proveer a las poblaciones minoritarias y poblaciones de bajos ingresos en asuntos que puedan impactar la salud humana y el ambiente.



Título VI y La Capacidad Limitada de Inglés (LEP)

El gobierno federal y esos servicios que reciben asistencia financiera del gobierno federal deben tomar medidas razonables para asegurar que personas LEP tengan un acceso significativo a sus programas, servicios, e información que esas entidades proporcionan. Esto requerirá que las agencias piensen "fuera-de-la-caja" para obtener soluciones ingenieras que puedan resolver las problemas de esta población creciente, para quienes el inglés no es su primer idioma.



¿Quién es una persona de Capacidad Limitada de Inglés (LEP)?

LEP es una persona cuyo primer idioma no es el inglés, la cual tiene una capacidad limitada para leer, hablar, escribir o comprender el inglés. Estas personas tienen derecho a recibir asistencia de idioma con respecto a cualquier clase de servicio, beneficio, o situación que se pueda presentar.

¿Quién Tiene Obligación De Cumplir Y Quién Puede Encontrarse En Violación Bajo El Título VI?

Todos los programas y operaciones de entidades que reciben ayuda del gobierno federal (ejemplo: beneficiarios), incluyen: Cualquier agencia estatal, agencia local, institución u organización privada. Cualquier entidad que recibe asistencia financiera federal a través de otro beneficiario / entidad mencionado anteriormente, tiene obligación de cumplimiento.



"La elemental justicia requiere que los fondos públicos, a los cuales todos los contribuyentes de impuestos de todas las razas aportan, no sean gastados de ninguna manera para, animar, arraigar, subsidiar o resultar en discriminación racial."

Presidente John F. Kennedy

IT IS THE POLICY OF FENTRESS COUNTY GOVERNMENT TO COMPLY WITH TITLE VI, TO PROHIBIT DISCRIMINATION AND TO AVOID THE LOSS OF FEDERAL FUNDING.

ANY ONE WISHING TO FILE A COMPLAINT MAY SUBMIT A SIGNED WRITTEN COMPLAINT TO:

FENTRESS COUNTY EXECUTIVE
P.O. BOX 1128
101 MAIN STREET
JAMESTOWN, TN 38556
PHONE: 931-879-7713
FAX: 931-879-1579
E-MAIL: wfranksmith@live.com

THE COMPLAINT SHOULD INCLUDE:

- YOUR NAME, ADDRESS, PHONE NUMBER.
- NAME AND ADDRESS OF DEPARTMENT YOU BELIEVE DISCRIMINATED AGAINST YOU.
- DETAILS ON ALL ALLEGED ACT(S).

FENTRESS COUNTY GOVERNMENT

TITLE VI PROGRAM

“NO PERSON IN THE UNITED STATES SHALL, ON THE GROUNDS OF RACE, COLOR OR NATIONAL ORIGIN, BE EXCLUDED FROM PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR BE SUBJECTED TO DISCRIMINATION UNDER ANY PROGRAM OR ACTIVITY RECEIVING FEDERAL FINANCIAL ASSISTANCE.”

FENTRESS COUNTY GOVERNMENT

TITLE VI PROGRAM

WHAT KINDS OF ACTIONS ARE PROHIBITED DUE TO RACE, COLOR, NATIONAL ORIGIN OR LIMITED ENGLISH PROFICIENCY?

1. DENYING SERVICES
2. PROVIDING A DIFFERENT BENEFIT OR SERVICE
3. PROVIDING SEPARATE SERVICE OR STANDARD FOR ACCEPTANCE
4. STOPPING A PERSON FROM ENJOYING A FACILITY
5. TALKING TO SOMEONE DISRESPECTFULLY
6. NOT ALLOWING A CHANCE TO BECOME A MEMBER OF PLANNING OR ADVISORY BOARD OR BODY
7. PERMITTING DISCRIMINATORY ACTIVITY IN A FACILITY BUILT WITH FEDERAL FUNDS

WHAT IS COVERED?

- SITE AND LOCATION OF FACILITIES
- BENEFITS AND SERVICES
- CONTRACTS
- LAW ENFORCEMENT
- PARKS AND RECREATION
- HEALTH CARE...AND ETC.

TITLE VI

Title VI, 42 U.S.C. ~ 2000d et seq., was enacted as part of the landmark Civil Rights Act of 1964. It prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance.

Federal Financial Assistance means more than just money. It is also aid that enhances the ability to improve or expand allocation of a recipient's own resources. This includes grants and loans, tax incentives, and technical assistance.

Title VI applies to discrimination throughout an agency, not just to actions involving the federally assisted program. Therefore, if an agency receives any federal financial assistance for any program or activity – the entire agency (recipients, sub-recipients, and contractors) is required to comply with Title VI, not just that particular program. A Non-discrimination statement must be included in all county contracts.

State Law (T.C.A. 4-21-904) also mirrors the federal law.

(23 U.S.C. 324) expanded the protected class to include prohibiting discrimination based upon gender as well.

The Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and the Americans with Disabilities Act of 1990 (49 CFR 27) further expanded the protection to include discrimination based on age and disability.

Aggrieved individuals may file administrative complaints with the federal agency that provides funds to a recipient.

The Tennessee Human Rights Commission is the lead coordination state agency for monitoring and enforcement within the State of Tennessee. Complaints may be filed by an individual, a class, or by a third party, within 180 days from the date of the alleged discriminatory act.

YOUR ASSISTANCE IN ENSURING
THAT FENTRESS COUNTY
GOVERNMENT COMPLIES IN ALL
RESPECTS WITH TITLE VI IS
GREATLY APPRECIATED

LIMITD ENGLISH PROFICIENCY (LEP)

In August 2000, Executive Order 13166 began to require agencies to examine the services they provide, identify any for services to those with limited English proficiency, and develop and implement a system to provide those services so LEP persons can have meaningful access to them.

This service is required for effective communication between service providers that receive federal funds and their potential service recipients. Language assistance must be provided in instances where language barriers cause persons of Limited English Proficiency to be excluded from or denied equal access to programs. The recipient should be given information in a format he/she can understand about the services and must be able to communicate his/her situation to the provider. Achieving effective communication must not place cost or burden on the person with language barriers and he/she cannot be required to use friends or family members as interpreters.

Within Fentress County Government, the Title VI Coordinator should be promptly notified of any Title VI complaint, formal or informal.

LIMITED ENGLISH PROFICIENCY POLICY AND PROCEDURE

1.	It is the general policy of Fentress County, Tennessee, not to discriminate against anyone with Limited English Proficiency (LEP), who participates in our programs and/or services. We have taken steps to ensure that all individuals will be able to communicate, either through written or oral language services, with all members of our staff. Fentress County adopts the following language assistance procedures for situations in which LEP individuals need direct services or information and to ensure compliance with the Executive Order 13166.
2.	Employees will have access to “I Speak” cards. See attachment.
3.	Once language proficiency is determined, employees will have resources available to assist the individual in determining his/her need.
4.	<p>If the need is urgent or life threatening, employees will defer to their supervisors what steps need to be taken. The steps are, but not limited to, the following:</p> <ul style="list-style-type: none"> • If the need is a document translated, the supervisor will have the document translated as soon as possible, without jeopardizing his/her duties as a supervisor. • If the need is oral language services, the supervisor will take appropriate actions to provide the assistance as soon as possible through a translation service, without jeopardizing his/her duties as a supervisor. • The supervisor has the obligation to the safety of his/her employees as well as the people of Fentress County to assist the need of all persons. This includes not leaving his/her work place unless it is an emergency. • If the need is urgent or life threatening, employees will use, to the best of their ability, any resource available to accommodate the individual. • Any person who thinks there has been discrimination against him/her because of LEP should contact Vickie Reagan, Title VI Coordinator. Ms. Reagan will confer with the necessary individual(s) within the Title VI Division of the State of Tennessee and the County Attorney of Fentress County.



LANGUAGE IDENTIFICATION FLASHCARD

☐

املا هذا المربع اذا كنت تقرأ أو تتحدث العربية.

Arabic

☐

Խաղաղում ենք նշում կատարեք այս քառակուսում,
եթե խոսում կամ կարդում եք հայերեն:

Armenian

☐

যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন।

Bengali

☐

សូមបញ្ជាក់ក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។

Cambodian

☐

Matka i kahhon komu un taitai pat un sang i Chamorro.

Chamorro

☐

如果您具有中文閱讀和會話能力，請在本空格內標上X記號。

Chinese

☐

Make kazye sa a si ou li oswa ou pale kreyòl ayisyen.

Creole

☐

Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik.

Croatian (Serbo-Croatian)

☐

Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky.

Czech

☐

Kruis dit vakje aan als u Nederlands kunt lezen of spreken.

Dutch

☐

Mark this box if you read or speak English.

English

☐

اگر خواندن و نوشتن فارسی بدهستین، این مربع را علامت بگذارید.

Farsi

<input type="checkbox"/>	Cocher ici si vous lisez ou parlez le français.	French
<input type="checkbox"/>	Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen.	German
<input type="checkbox"/>	Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά.	Greek
<input type="checkbox"/>	अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस गोले पर चिह्न लगाएँ।	Hindi
<input type="checkbox"/>	Kos lub voj no yog koj paub twm thiab hais lus Hmoob.	Hmong
<input type="checkbox"/>	Jelölje meg ezt a kockát, ha megérti vagy beszél a magyar nyelvet.	Hungarian
<input type="checkbox"/>	Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano.	Ilocano
<input type="checkbox"/>	Marchi questa casella se legge o parla italiano.	Italian
<input type="checkbox"/>	日本語を読んだり、話せる場合はここに印を付けてください。	Japanese
<input type="checkbox"/>	한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오.	Korean
<input type="checkbox"/>	ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກມາສາລາວ.	Laotian
<input type="checkbox"/>	Zaznacz tę kratkę jeżeli czyta Pan/Pani lub mówi po polsku.	Polish
<input type="checkbox"/>	Assinale este quadrado se voce lê ou fala Português.	Portuguese

<input type="checkbox"/>	Însemnați această căsuță dacă citiți sau vorbiți Românește.	Romanian
<input type="checkbox"/>	Пометьте этот квадратик, если вы читаете или говорите по-русски.	Russian
<input type="checkbox"/>	<i>Maka pe fa'ailoga le pusa lea pe afai e te faitau pe tusitusi i le gagana Samoa.</i>	Samoan
<input type="checkbox"/>	Обележите овај квадратик уколико читате или говорите српски језик.	Serbian (Serbo-Croatian)
<input type="checkbox"/>	Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky.	Slovak
<input type="checkbox"/>	Marque esta casilla si lee o habla español.	Spanish
<input type="checkbox"/>	Markahan ang kahon na ito kung ikaw ay nagsasalita o nagbabasa ng Tagalog.	Tagalog
<input type="checkbox"/>	ให้กาเครื่องหมายลงในช่องถ้าท่านอ่านหรือพูดภาษาไทย.	Thai
<input type="checkbox"/>	Faka'ilonga'i 'ae puha ko'eni kapau 'oku te lau pe lea 'ae lea fakatonga.	Tongan
<input type="checkbox"/>	Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою.	Ukrainian
<input type="checkbox"/>	اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانہ میں نشان لگائی.	Urdu
<input type="checkbox"/>	Xin đánh dấu vào ô này nếu quý biết đọc và nói được Việt Ngữ.	Vietnamese
<input type="checkbox"/>	צייכנט דעם קעסטל אויב איר שרייבט אדער ליינט אידיש.	Yiddish

D-3309



ACCESS CODE REGISTRATION FORM

Please note that AVAZA will assign the Account Number, Client ID and Access Code.

Agency Information:

Date: 9/18/13

Agency Name Fentress County Government	Account Number 600-951	Agency SS# EIN# TIN# 620879009		
Agency Rep Vickie Reagan	Title	Agency Rep Tel # 931-879-7713	Fax # 931-879-1579	
Address PO Box 1128	City Jamestown	State TN	Zip 38556	E-mail wfranksmith@live.com

Billing Information:

Billing Rep Vickie Reagan	Title	Billing Rep Tel # 931-879-7713	Fax # 931-879-1579	
Address PO Box 1128	City Jamestown	State TN	Zip 38556	E-mail wfranksmith@live.com

Service Information:

Contract Start Date: 8/1/2011		Contract End Date: 7/31/2014	
Over-the-Phone Interpreting	<input type="checkbox"/> Premium User <input type="checkbox"/> Standard User <input type="checkbox"/> Non-Profit <input checked="" type="checkbox"/> State	On-Site Interpreting	<input type="checkbox"/> Consecutive <input type="checkbox"/> Simultaneous <input type="checkbox"/> Voice-Overs <input type="checkbox"/> Sight Translations
Professional Interpreter Training	<input type="checkbox"/> Medical <input type="checkbox"/> Legal <input type="checkbox"/> Social	Translations	<input type="checkbox"/> Sight Translations <input type="checkbox"/> Document Translations <input type="checkbox"/> Transcriptions

NEW EMPLOYEE ORIENTATION TO TITLE VI

STATEMENT OF POLICY:

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of Fentress county government are expected to consider, respect and observe this policy in their daily work and duties. If a citizen approaches you with a discrimination question or complaint that appears to be based on some type of discrimination, direct the citizen to the Title VI Coordinator, Amanda Hicks, Executive Assistant, and is located in the Fentress County Courthouse, Office of County Executive, 101 Main Street; Jamestown, TN 38556. Phone Number is 931-879-7713

Employee Signature

Date

TITLE VI ACKNOWLEDGEMENT

BY SIGNING THIS FORM, I ACKNOWLEDGE I HAVE RECEIVED A COPY OF THE FENTRESS COUNTY GOVERNMENT TITLE VI POLICY, TITLE VI COMPLAINT PROCEDURES, AND LIMITED ENGLISH PROFICIENCY POLICY AND PROCEDURES.

SIGNATURE

PRINT NAME

DATE

TITLE VI

COMPLAINT PROCEDURES

1.	A complaint alleging discrimination against Fentress County may be filed with the Fentress County Executive office, specifically the Title VI Coordinator or his/her designee. The Title VI Coordinator will determine jurisdiction and investigate or forward complaint to proper agency.
2.	Complaints filed against departments of Fentress County Government will be logged and forwarded to the Civil Rights Office, Title VI Program, 205 Deaderick Street, Suite 1800, Nashville, TN 37243
3.	The Title VI Coordinator is designated to receive, acknowledge and investigate complaints and preparing final reports and recommending compliances/corrective action. Complaints must be filed in writing, including the name, address, phone number, detailed description of the alleged discriminatory act and signature of complainant and immediately sent to the Title VI Coordinator. The complaint must be filled within 180 calendar days of the alleged incident. The form can be filled out by the complainant or by his/her representative. Title VI Coordinator should retain the original complaint but a copy shall be provided to the department or person that the complaint is filed against.
4.	Complaints filed against contractors, sub-contractors, etc. of Fentress County Government will be processed and investigated by the Title VI Coordinator or his/her designee. Contractor(s) should receive a copy of any complaint filed.
5.	<ul style="list-style-type: none"> • Unless a complaint is being filed externally, all complaints should first be filed with the Coordinator. The Coordinator will immediately log the complaint and forward an initial report to TDOT within seven working days. • The Coordinator will forward a copy of the complaint to the individual and/or contractor official including the phone number of the Title VI officer assigned to investigate the complaint. • The investigation officer will initiate the investigation by contacting the complainant within three workdays of receiving the assignment to set up an interview and inform the complainant they have a right to have a witness or representative present during the interview and submit any documentation he/she perceives as relevant to proving his/her complaint. The Coordinator's investigative efforts regarding any complaints will be conducted in cooperation with the individual and/or contractor and the County Attorney has broad latitude to review a complaint and making a finding. Procedures can include, but are not limited to, discussing the complaint with the complainant, the alleged offender, and the initial reviewer, to determine the facts. • The investigating officer will conduct and complete such fact-finding within sixty (60) consecutive calendar days after receipt of the

	<p>complaint. Once the investigation is completed, the Coordinator will prepare a written report of findings including the written complaint containing the allegation, basis, and date of filing; summarized statements taken from witnesses, finding of facts; opinion (based on all evidence in the record) that the incident is substantiated or unsubstantiated. If the report includes a finding of violation of the Title VI, the Title VI Coordinator should include the individual and/or Contractor and /or sub contractor's proposed corrective action in the report. The Title VI Coordinator will determine appropriate corrective action. All corrective actions must be implemented within sixty days from the date of the actual recommendation. If the recommended corrective action has not been taken within the time period allowed, the individual and/or contractor and/or sub-contractor will be found to be in noncompliance with Title VI and the implementing rules and regulations and a referral will be made to TDOT for enforcement action.</p> <ul style="list-style-type: none"> • The Coordinator will maintain a Title VI complaint log to show identifying information, type, and status of each complaint filed. When any investigation is concluded, the Coordinator will keep a copy of the report on permanent file. Within five (5) consecutive work days after the completion of this report, the written findings will be communicated to this complainant.
6.	<p><u>APPEALS PROCEDURES:</u></p> <ul style="list-style-type: none"> • The Complainant has the right to appeal all written reports to the Federal Highway Administration. • The appeal must be made in writing to the TDOT Title VI Director within fourteen (14) days of receipt of Fentress County Government's final report. • The appeal must specifically cite the portion(s) of the finding with which the complainant disagrees and his/her reason(s) for disagreement. • The TDOT Title VI Director will forward this appeal within seven (7) days to the Federal Highway Administration for review. • The FHWA review of the findings will be based on the entire record. • The FHWA must complete the appeal review thirty (30) calendar days after receipt of the appeal. • The FHWA will forward their written findings to the complainant and the TDOT Commissioner/Civil Rights Office.

EXTERNAL COMPLAINT INFORMATION

State of Tennessee
Department of Economic & Community Development
William R. Snodgrass Tennessee Tower
312 Eight Avenue North, Eleventh Floor
Nashville, TN 37243-0405

Summer Carr Title VI Coordinator
Phone: (615) 253-1944
Fax: (615) 532-1296

Complaints may also be filed with:

Tennessee Title VI Compliance Commission
Tennessee Department of Personnel
First Floor, James K. Polk Building
505 Deaderick Street
Nashville, TN 37243-0635

Tiffany Taylor, Director
Tennessee Title VI Compliance Commission
Phone: (615) 532-4882
Fax: (615) 532-0728

Complaints filed by persons other than applicants, recipients or beneficiaries must give the name and location of the person for whom the complaint is being made.

Each complaint will be investigated promptly. If you file a complaint, you will be notified of the findings, and corrective action will be taken immediately as needed.

CONFIDENTIAL

TITLE VI COMPLAINT LOG

NUMBER	NAME OF PERSON(S) MAKING THE COMPLAINT	NAME OF PERSON DOCUMENTING AND INVESTIGATING THE COMPLAINT	DEPARTMENT, COMPANY OR PERSON THAT THE COMPLAINT IS ABOUT	DATE OF COMPLAINT	ACTIONS TAKEN	FINAL OUTCOME

TITLE VI
DISCRIMINATION COMPLAINT

COMPLAINANT CONTACT INFORMATION.

Provide your name and address.

NAME	ADDRESS
CITY	STATE
TELEPHONE	CELL
E-MAIL	DATE OF BIRTH

RESPONDENT CONTACT INFORMATION.

Provide the name and address of party(ies) that you believe discriminated against you:

NAME	ADDRESS
TYPE OF BUSINESS	CITY
TELEPHONE	COUNTY

WHEN DID THE DISCRIMINATORY ACT(S) OCCUR?

Beginning date of the alleged discriminatory act? _____

Most recent date of the alleged discriminatory act? _____

Is the alleged discriminatory act ongoing? ☐ YES ☐ NO

BASIS OF DISCRIMINATION:

RACE: _____ COLOR: _____

NATIONAL ORIGIN: _____

BACKGROUND ON THE ALLEGED DISCRIMINATION

Which of following action(s) were taken against you? (*Check only those that apply and describe below.*)

☐ DENIED PROGRAM SERVICE, AID, OR BENEFIT

☐ RECEIVED SERVICE OR BENEFIT DIFFERENTLY OR INFERIOR TO THOSE PROVIDED TO OTHERS

☐SUBJECTED TO SEGREGATE OR SEPARATE TREATMENT RELATED TO THE RECEIPT OF ANY SERVICE OR BENEFIT

☐ DENIED OPPORTUNITY TO PARTICIPATE AS MEMBER OF PLANNING OR ADVISORY BODY

☐ RETALIATED AGAINST AS A RESULT OF ALLEGING ANY OF THE ABOVE

☐ OTHER _____

IN YOUR OWN WORDS TELL US WHAT HAPPENED. Give dates, when applicable. Also, describe how others were treated differently than you. Use additional paper if needed.

[illegible]

Complainant Signature

Date _____

WITNESSES: Please list any individuals that may have information that supports or clarifies your complaint. Include as much contact information as possible. This list will not be provided to the /respondent(s) named in your complaint.

NAME

ADDRESS

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